

Utah Concealed Firearm



Instructors Newsletter



Utah Bureau of Criminal Identification

April 2006

HB350 & Utah Concealed Instructors

HB350 Overview

House bill 350 has introduced several changes to the rules and requirements for Utah concealed firearm permit instructors. These changes are meant to correct oversights in the law and raise the standard for all Utah instructors.

The intent of this newsletter is to help you understand, as a Utah instructor, how these changes will affect you.

Certification Expiration

An instructor's certification must now be renewed every three years. All current instructors have been assigned an expiration month and year between 2006 and 2009 depending on their original instructor application date. The expiration month for current instructors will be in either November or May. To determine your expiration date, check your license number against the table below.

Instructor Certificate Number	Expiration Date
I100000 to I100177	Nov. 1, 2006
I100178 to I100348	May 1, 2007
I100349 to I100570	Nov 1, 2007
I100571 to I100768	May 1, 2008
I100769 to I100964	Nov 1, 2008
I100965 to I101157	May 1, 2009

A new instructor's expiration date will be three years from the actual date their application is approved.

BCI Instructor Course

UCA §53-5-704 now states, "In order to obtain initial certification or renew a certification, an instructor will attend an instructional course and pass a test under the direction of the division."

During the first three years of this program, BCI will be offering extra courses to accommodate the large number of instructors. When a course is scheduled, it will be listed on the BCI website. It will be the instructor's responsibility to contact BCI and register for the course. Course openings will be made available for both current and new instructors. However, current instructors should only attend a course during the six-month period immediately preceding their expiration date*. (See Time Limits section)

After the first three years, courses will be offered once during each six month period. We also hope to institute an online instructor renewal course.

There has been some discussion of allowing out of Utah instructors to arrange for a course to be offered in their home state. This option is currently under review. Watch the website for more information.

Time Limits

A six-month time limit will be placed on submission of all applications. New instructor applicants must submit their application to BCI within six months of completing their instructor training.

Instructors should also inform their students that their concealed firearm permit applications must now be submitted to BCI within six months of course completion.

* Instructors renewing a certification must complete the BCI instructor course and testing no more than six months prior to their certification expiration date.

Instructor Fees

In order to allow BCI to maintain and improve the concealed firearm program the Utah State Legislature approved new application and renewal fees for concealed firearm instructors.

Applicants for initial certification will be charged a fee of \$50. The certification renewal fee will be \$25.

A registration fee will be charged for the BCI instructor course. That fee will be used only to cover the costs associated with course presentation and materials. The exact amount for the registration fee has not yet been determined, but will be listed on the website along with course dates. The registration fee will be the same for all instate courses.

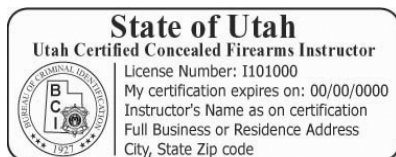
Instructor's Official Seal

A primary goal of HB350 is to raise the level of integrity for the concealed firearm program. Part of meeting that goal is reducing the opportunity for application fraud. The Instructor's Seal will help to insure that only certified instructors are signing applications.

The Instructor's Official Seal will be a stamp, designed by BCI, that will function similar to a notary public stamp.

Applications received for courses taken on or after July 1, 2006 will be required to be stamped with the Instructor's Official Seal.

Complete instructions, along with electronic artwork (EPS file) and content requirements for this stamp will be available on the website soon. (See example below)



Acceptable Certifications

An applicant for certification or renewal as a concealed firearm instructor must have a current National Rifle Association instructor certification, a POST instructor certification (current law enforcement only) or its equivalent as determined by BCI. We are currently reviewing other programs and will make equivalency determinations on a case by case basis. As they are approved, they will be listed on the website.

Minimum Training Guidelines

Please be aware that instructors are required to submit a signed copy of the "Minimum Training Guidelines for Concealed Firearm Courses" with every renewal. In addition, instructors are required to submit a copy of their own course outline whenever they add additional course content.

Other Information

There are a few additional issues instructors need to be aware of. Please pass this information along to your students.

Beginning July 1, 2006, BCI will no longer accept "general familiarity" waivers of any kind for concealed firearm permit applicants.

BCI's fee for photos and fingerprinting has increased from \$10 to \$13. In addition, a copy of the applicant's driver license must be submitted with their application.

Beginning July 1, 2006, applicants who claim an exception to the U.S. citizen requirement for possession of firearms must now document the exception on a form provided by BCI. This form must be submitted with the concealed firearm permit application. This form will soon be available on the website.

Please remind your students that a realistic time frame for issuance of a concealed firearm permit is up to 60 days. It can be shorter, but the large number of applications BCI processes sometimes makes a two-week turn around impossible.

Website Updates and Info

BCI will keep the concealed Firearm Instructor section of bci.utah.gov updated with the latest course information and FAQs. When you have questions or concerns please consult the website first. Additional questions may be directed to:

Lt. Doug Anderson at (801)957-8535 or
Nicole Starks at (801)965-3810

We thank you all for your cooperation and patience.